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CITY OF BLUE LAKE

C A L I F O R N I A

111 Greenwood Road

P.O. Box 458

Blue Lake, CA 95525

Blue Lake City Council Minutes

Tuesday, December 13th, 2022~ 6:30 p.m. ~Special Council Meeting
Skinner Store Building-111 Greenwood Road, Blue Lake-Behind City Hall

Unless Otherwise Noted, All Items on the Agenda are Subject to Action.

Meeting Called to Order at 6:30 PM

1. Pledge of Allegiance and Establish a Quorum of the Council

Council Members Present:

Adelene Jones, Mayor

Chris Curran

Elaine Hogan, Mayor Pro Tem

Benjamin McCreath

Incoming Council Members:

Elise Scafani

Angela Shull

Elizabeth Mackay

Council Members Absent:

Alice Finen

Staff Present:

Amanda Mager, City Manager/City Clerk

Emily Wood, Economic Development Coordinator

Gary Rees, SHN Consulting & Engineering

Public Present:

Lin Glen

Tina Catalina

Darcey Lima

Ted Hales

Lisa Hoover

Beckie Thorton

Lori Taketa

2. Approve Agenda

Motion: To Approve the Agenda, moving Item #19 to Item #4

Motion by: Councilmember Hogan, **Second:** Councilmember Curran

There were no comments from the Council or public.

Vote: Ayes: Jones, Hogan, Curran, McCreath **Nays:** None **Absent:** Finen

Motion Summary: Motion Passed

3. **Public Comment** – *The Public is invited to present petitions, make announcements, or provide other information to the City Council that is relevant to the scope of authority of the City of Blue Lake that is not on the Agenda. The Council may provide up to 15 minutes for this public input session. To assure that each individual presentation is heard, the Council may uniformly impose time limitations of 3 minutes to each individual presentation. The public will be given the opportunity to address items that are on the agenda at the time the Council takes up each specific agenda item.*

No Public Comment.

Reports of Council

Councilmember Hogan – HWMA is looking for a new director; currently, HWMA does not have the authority to process organics; they are amending the bylaws to include organics so HWMA can participate in organic recycling programs.

Mayor Jones – HCAOG meeting is coming up; attended the Blue Lake Chamber of Commerce Meeting; attended the City of Blue Lake Economic Development Commission Meeting; received updates on holiday programming in the community and updates on park improvement projects.

Councilmember Curran – Nothing to Report.

Councilmember McCreath – Nothing to Report.

4. **Council Resignation:** Accept Resignation of Councilmember Alice Finen and Elect to Appoint or Call Special Election Pursuant to California Government Code Section 36512

Mayor Jones reads the staff report

Mayor Jones: Discusses the appointment option and opportunity to reach out to Christopher Edgar to see if he is interested in applying for the appointment to Council.

Public Comment:

Darcey Lima: What's the protocol for applying for appointing if Chris Edgar applies and another resident applies?

Mayor Jones: Provides an overview of the appointment process including advertising and reaching out to Chris Edgar.

Councilmember Hogan: Explains the process of the Council making a motion to appoint to the position.

Elise Scafani: Is there a minimum amount of time that you have to advertise?

City Manager Mager: I don't believe there's a minimum amount of time to advertise; but in the past, the Council has chosen to advertise for at least 30 days.

Motion: To accept the resignation of Council Member Alice Finen, effective December 13, 2022 and move to appoint a new council member on January 24th, 2023, with applications being due on 1/13/23.

Motion by: Councilmember Curran, **Second:** Councilmember McCreath

There were no comments from the Council

Vote: Ayes: Jones, Hogan, Curran, McCreath **Nays:** None **Absent:** Finen

Motion Summary: Motion Passed

5. **Resolution Number 1206:** A Resolution of the City Council of the City of Blue Lake Declaring the Results of a Municipal Election Held November 8, 2022-Action

Motion: To Adopt Resolution 1206, declaring and certifying the results of the 2022 Election.

Motion by: Councilmember Curran, **Second:** Councilmember McCreath

There were no comments from the Council or public.

Vote: Ayes: Jones, Mackay, Scafani, Shull **Nays:** None **Absent:** None

Motion Summary: Motion Passed

6. **Oath of Office and Pledge of Civility for Newly Elected Council Members**

City Manager Mager issues the Oath of Office to Angela Shull, Elise Scafani, and Elizabeth Mackay
Mayor Jones reads the Pledge of Civility

7. **Election of Mayor and Mayor Pro Tem**

Mayor Jones explains the process for electing a Mayor and Mayor Pro-Tem; each position will be for a term of two years. Mayor Jones states that she would like to be considered for the role of Mayor.

Councilmember Scafani: Can we wait until we have a full Council to make the decision?

Mayor Jones: I would like to recommend Elizabeth Mackay for the position of Mayor Pro-Tem; she has prior experience as a City Councilmember.

Councilmember Scafani: Would the Mayor Pro-Tem be a two year term?

Councilmember Shull: It seems to make sense to do a temporary appointment, until the January meeting

City Manager Mager: Would recommend that Council make a temporary appointment in order to effectively conduct business and run the meeting.

Councilmember Shull: It's appropriate to make this decision as a full council.

Councilmember Mackay: Recommends Angela Shull be appointed as the temporary Mayor Pro-Tem

Motion: To make the temporary appointment of Councilmember Jones to Mayor and Councilmember Shull to Mayor Pro-Tem and to reconsider the appointments at the January 24, 2023 meeting when a full Council is available.

Motion by: Councilmember Mackay, **Second:** Councilmember Scafani

There were no comments from the Council

Vote: Ayes: Jones, Mackay, Scafani, Shull **Nays:** None **Absent:** None

Motion Summary: Motion Passed

8. **Resolution Number 1207-** A Resolution of the City Council of the City of Blue Lake to Commend and Thank Elaine Hogan for Her Contribution and Service While Serving on the Blue Lake City Council

Mayor Jones reads the staff report and Resolution 1207

No Public Comment

Motion: To adopt Resolution 1207.

Motion by: Councilmember Mackay, **Second:** Councilmember Shull

There were no comments from the Council

Vote: Ayes: Jones, Mackay, Scafani, Shull **Nays:** None **Absent:** None

Motion Summary: Motion Passed

9. **Resolution Number 1208-** A Resolution of the City Council of the City of Blue Lake to Commend and Thank Chris Curran for His Contribution and Service While Serving on the Blue Lake City Council.

Mayor Jones reads the staff report and Resolution Number 1208

No Public Comment

Motion: To adopt Resolution 1208 as presented.

Motion by: Councilmember Shull , **Second:** Councilmember Mackay

There were no comments from the Council

Public Comment:

Vote: Ayes Jones, Mackay, Scafani, Shull **Nays:** None **Absent:** None

Motion Summary: Motion Passed

10. **Resolution Number 1209-** A Resolution of the City Council of the City of Blue Lake to Commend and Thank Benjamin McCreath for His Contribution and Service While Serving on the Blue Lake City Council

Mayor Jones reads the staff report and Resolution Number 1209

No Public Comment

Motion: To adopt Resolution 1209 as presented.

Motion by: Councilmember Scafani, **Second:** Councilmember Shull

There were no comments from the Council

Public Comment:

Vote: Ayes: Jones, Mackay, Scafani, Shull **Nays:** None **Absent:** None

Motion Summary: Motion Passed

11. **Public Hearing:** Amendment of Section 17.16.111 (Opportunity or O Zone) of the Municipal Code for the following purposes: 1) To allow emergency shelters as a principally permitted use type without discretionary review and subject to objective standards addressing onsite management and security, a limitation on the maximum number of beds, and the distance required between shelters. This use type would allow housing with minimal supportive services for homeless persons that is limited to occupancy of six months or less by a homeless person; and 2) Revision of some of the stated purposes of the zone for internal consistency purposes-Hearing

Mayor Jones reads the staff report and asks City Planner Garry Rees to present the item.

Garry Rees: Introduces himself and provides an overview of the agenda item. The proposed amendment will allow the City to achieve compliance with state mandates regarding emergency shelters and cleans up language in the Opportunity Zone that was found to be inconsistent. City staff have worked with the Planning Commission to develop the amendment and have identified the

Opportunity Zone as an appropriate zone to accommodate the State's requirement to have a zone identified that can principally permit emergency shelters.

Garry Rees reads a letter from Lisa Hoover that was submitted as public comment; the letter asks what areas on Taylor Way are being considered, questions the distance between shelters and the number of beds and who will pay for security at the shelter.

Councilmember Scafani: This shelter type is designed for homeless individuals and not for those displaced by disasters.

Mayor Jones: An applicant would apply to the City to develop a shelter.

Councilmember Mackay: How long can someone stay in the shelter?

Mayor Jones Opens the Public Hearing

Councilmember Scafani: Clarifies the item; this item allows an emergency shelter to be developed in the future, but doesn't preclude other development.

Lisa Hoover: How many shelters would be needed to accommodate 15 beds; who is responsible for kicking people out of the shelter; will there be counselors; who will manage the shelters; other shelters have counseling.

Lin Glen: The City has worked a long time on the Opportunity Zone and did a pretty good job; why is the language regarding housing being changed; can't you just add that emergency shelters can be included?

Mayor Jones closes the public hearing; and asks staff to answer the questions presented by the public.

Garry Rees: There was an inconsistency in the language in the O Zone that was noted by staff and HCD; it's not related to emergency shelters, but it was an opportunity to clean up the O Zone and the same time as addressing the emergency shelter issue. Based upon the "point-in-time count" that was conducted by the homeless alliance program, it was determined that the City of Blue Lake has approximately 15 homeless individuals in the community, or surrounding area. Staff recommended using 15 to identify the number of beds and recommended 300 feet between shelters in order to apply some development restrictions.

Councilmember Shull: Does the State mandate supportive services to be in place as part of a shelter?

Councilmember Scafani: I would like to see if there's a way to address everyone's questions; it may not be possible since there isn't a project to evaluate. The 300 foot separation would come into play if there were multiple shelters proposed.

Councilmember Mackay: Number 7 states that residential units cannot be located on the ground floor; what happens to disabled housing?

Garry Rees: This section deals with principally permitted uses; if you want to have downstairs units you can apply through the conditional use permit process.

Councilmember Scafani: Is a conditional use permit the same as a variance?

Garry Rees: Explains the difference between a CUP and a variance.

City Manager Mager: Provides an overview of the Opportunity Zone and the original intention of leveraging housing to get retail/commercial development and a live/work environment.

Motion: To Introduce and perform the first reading of Ordinance number 542 by title only.

Motion by: Councilmember Scafani, **Second:** Councilmember Mackay

There were no comments from the Council

Vote: Ayes: Jones, Mackay, Scafani, Shull **Nays:** None **Absent:** None

Motion Summary: Motion Passed

12. **City of Blue Lake Arts and Heritage Commission Appointment**

Mayor Jones introduces the item.

Councilmember Mackay: Clarifies that Marnie Atkins is applying for an advisory position and Sherri Green in applying for a commissioner position; this was backwards on the agenda report.

Darcey Lima: Do the commissioners have to live in Blue Lake:

City Manager Mager: Clarifies that the resolution establishing the commission identifies how many commissioners must live in the City of Blue Lake.

Motion: To appoint Sherri Green as an Arts and Heritage Commissioner and Marnie Atkins as an Arts and Heritage Advisory Member

Motion by: Councilmember Mackay , **Second:** Councilmember Shull

There were no comments from the Council

Vote: Ayes: Jones, Mackay, Scafani, Shull **Nays:** None **Absent:** None

Motion Summary: Motion Passed

13. **Maddy Act Notice:** Council Commission Openings and Maddy Act Notice

Council directs staff to post the Maddy Act Notice and bring back applications for consideration at the next regular council meeting.

14. **Council Committee Assignments:** Designate Council Representatives for Various Council Assignments

RREDC- Unfilled

HCAOG- Jones (Primary), Shull (Alternate)

HWMA- Jones (Primary)

Indian Gaming Grant Funds Commission – Mackay (Primary), Jones (Alternate)

Water Task Force – Scafani (Primary), Mackay (Alternate)

RCEA – Scafani (Primary), Shull (Alternate)

Chamber of Commerce – Shull (Primary), Mackay (Alternate)

Public Safety Commission – Unfilled

Blue Lake Fire Department Liaison – Mackay (Alternate)

Parks & Rec Commission Liaison – Scafani (Primary)

Economic Development Commision Liaison – Mackay (Primary), Jones (Alternate)

Arts & Heritage Commission – Mackay (Primary),

Mad River Alliance – Shull (Primary), Mackay (Alternate)

League of CA Cities – Mackay (Primary), Shull (Alternate)

Mayor Select Committee – Jones (Primary), Shull (Alternate)

Motion: To adopt the assignments as discussed and finalize all assignments at the January 24, 2023 meeting.

Motion by: Councilmember Jones, **Second:** Councilmember Mackay

There were no comments from the Council

Vote: Ayes: Jones, Mackay, Scafani, Shull **Nays:** None **Absent:** None

Motion Summary: Motion Passed

15. Discussion Regarding City of Blue Lake Water & Wastewater Rate Proposal

Councilmember Scafani: We have new councilmembers and we should understand the proposal before we go before the public.

Mayor Jones: It's a hard process; we have to follow the process established by proposition 218

Councilmember Scafani: There were a lot of problems with the prior rate study; there were lots of typos. I've met with Scott (City Accountant) and Mandy (City Manager) to review the proposal and the numbers.

16. Council Training

Council directs staff to pursue training for the City Council at the end of February; training to include the Brown Act, Rosenberg's Rules of Order, and the City budget.

17. Consent Agenda:

- a. Warrants and Disbursements
- b. Council Meeting Minutes:
 1. October 18, 2022 Draft Minutes
 2. October 25, 2022 Draft Minutes

No public comment

Motion: To approve the consent agenda as presented

Motion by: Councilmember Mackay, **Second:** Councilmember Shull

There were no comments from the Council

Vote: Ayes: Jones, Mackay, Scafani, Shull **Nays:** None **Absent:** None

Motion Summary: Motion Passed

18. Council Correspondance

Council directs staff to write a response to the letter received from Jean Lynch

19. Reports of Council and Staff

Staff will provide regular monthly report at the regular meeting on December 27, 2023

20. Future Agenda Items:

- Council Appointment
- Council Assignments

Motion: To adjourn at 9:38 PM

Motion by: Councilmember Mackay, **Second:** Councilmember Scafani

There were no comments from the Council

Vote: Ayes: Jones, Scafani, Shull, Mackay **Nays:** None **Absent:** None

Motion Summary: Motion Passed